Test File Formats—Step by Step Guide

This section walks you through testing file formats for a file upload submission in the eNC3 and Information Reporting application.

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eNC3 and Information Reporting

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Tax Year

2017 ▼

| Upload NC-3 files | Upload NC-3X files | Upload W-2 files | Upload W-2C files | Upload 1099 files | Upload 1042-S files |

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Test Files

Step 1: Create a text (.txt) file using the file formats on the NCDOR website.

eNC3 File Specifications

View published	New draft	Moderate	Clone content	Layout

Revision state: *Published*
Most recent revision: *Yes*
Actions: *Unpublish this revision*

Associated Files

nc-3_format.pdf
eNC3 NC-3 File Format Specifications

PDF • 120.77 KB
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nc-3x_format.pdf
eNC3 NC-3X File Format Specifications

PDF • 180.58 KB
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w-2_format.pdf
eNC3 W-2 File Format Specifications

PDF • 105.73 KB
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w-2c_format.pdf
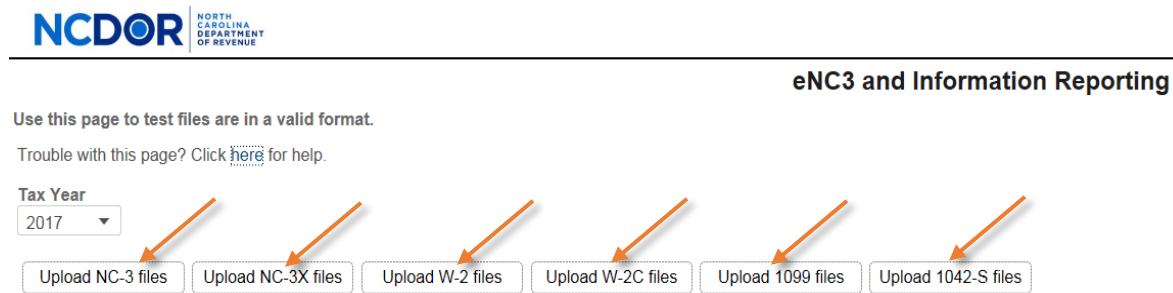eNC3 W-2c File Format Specifications

PDF • 109.22 KB
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1099_format.pdf

PDF • 187.85 KB
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Step 2. On the **Test Files** screen, select the button that corresponds with the file you want to upload.

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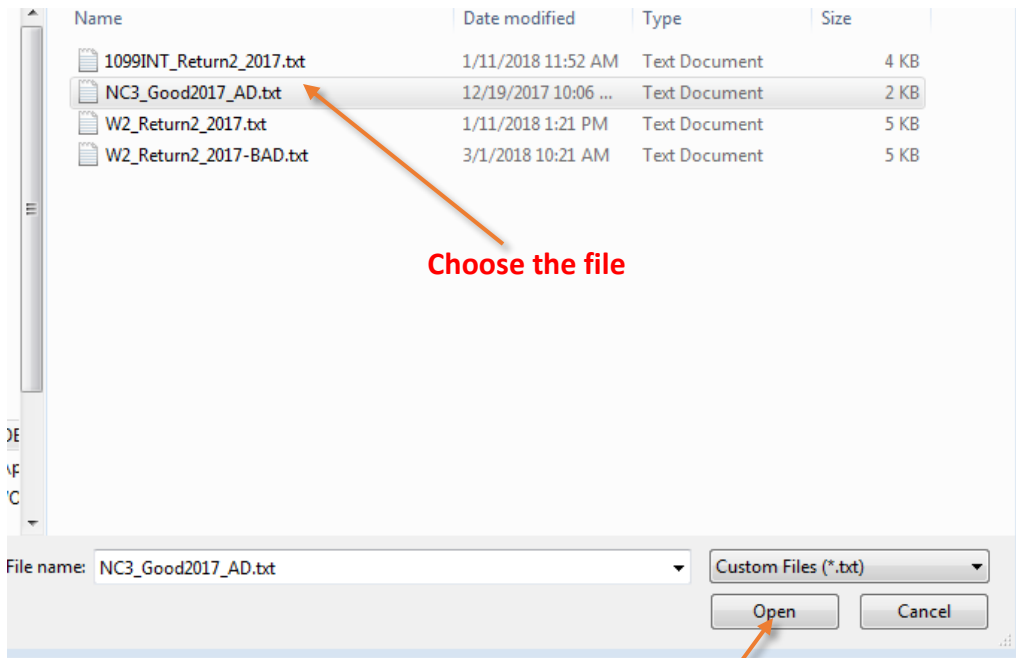Trouble with this page? Click here for help.

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| Upload NC-3 files | Upload NC-3X files | Upload W-2 files | Upload W-2C files | Upload 1099 files | Upload 1042-S files |

Step 3. A new window will pop up. Choose the file you want to upload. Keep in mind:
- All files must be .txt files
- There are no file size limitations for the eNC3 application, but your browser may have a 2 GB limitation
- Click **Open** to add the file. The files you add will appear in a table below the upload buttons.

Name	Date modified	Type	Size
1099INT_Return2_2017.txt	1/11/2018 11:52 AM	Text Document	4 KB
NC3_Good2017_AD.txt	12/19/2017 10:06 ...	Text Document	2 KB
W2_Return2_2017.txt	1/11/2018 1:21 PM	Text Document	5 KB
W2_Return2_2017-BAD.txt	3/1/2018 10:21 AM	Text Document	5 KB

Choose the file

File name: NC3_Good2017_AD.txt   Custom Files (*.txt)

Open   Cancel

Click to open

Test Files

Use the minus **(-)** button next to the text file to delete a file. A blue confirmation box will appear, select **Yes** if you want to remove the file, or **No** to keep the file.

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| Upload NC-3 files | Upload NC-3X files | Upload W-2 files | Upload W-2C files | Upload 1099 files | Upload 1042-S files |

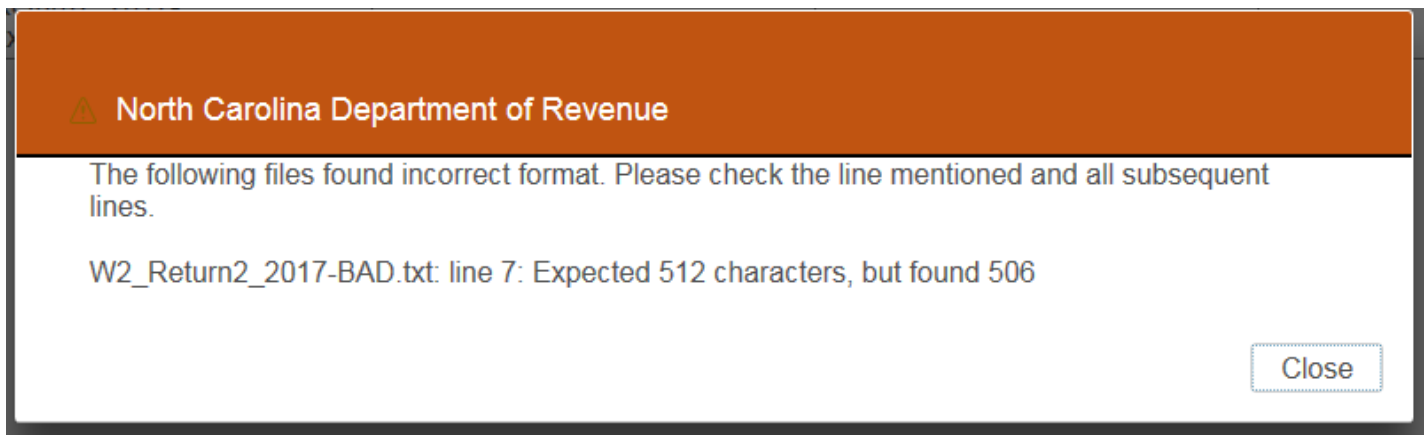| NC-3 Files (1)	NC-3X Files (0)	W-2 Files (0)	W-2C Files (0)	1099 Files (0)	1042-S Files (0)
NC3_Good2017_AD.txt 👄					

Step 4. Click **Test Files** to test the files you uploaded.

Step 5. If there are no errors with your file, you will see a window saying your file(s) are formatted correctly

If there is an error, you will receive a message explaining the error in your files. Error messages look like this:

North Carolina Department of Revenue

The following files found incorrect format. Please check the line mentioned and all subsequent lines.

W2_Return2_2017-BAD.txt: line 7: Expected 512 characters, but found 506

Close

Use the same steps to upload NC-3X, W-2, W-2C, 1099, and 1042-S files. Use the **Back** button to return to the home page when you finish. Keep in mind that the Test Files screen is only used to test your files, not upload files. Use the **New Submission** button to upload files.

Resources:
- Watch our eNC3 videos
- Review the eNC3 FAQs